

**MINUTES  
CITY OF ELGIN PLANNING AND ZONING COMMISSION  
SPECIAL MEETING  
WEDNESDAY, JANUARY 19, 2022**

**I. CALL TO ORDER – ROLL CALL:** The Chair called the meeting to order at 6:00 P.M. at the Library Annex (Civic Center) located at 404 N. Main St., Elgin, TX U.S.A.

**COMMISSION PRESENT:** Chair Antonio Prete, Vice-Chair Ronnie Creppon, Scott Mackay, Jason Tatum, and David Lanford (arrived at 6:58 P.M.).

**COMMISSION ABSENT:** Brian Lundgren & Dorothy McCarther.

**STAFF PRESENT:** David Harrell, Development Services Director & Secretary; Derek Klenke & Jeremie Meyer, TRC Engineers (3<sup>rd</sup> Party City Engineer).

**II. WORKSHOP**

1. Review, Discuss, And Provide Input on An Ordinance Adding Chapter 48, Site Development, Revised Code of Ordinances, City of Elgin, TX 2013 Repealing All Other Ordinances and Parts Of Ordinances In Conflict Therewith; And Providing A Savings Clause.

The Chair opened the workshop, and the Development Services Director went through the proposed new Code in detail. Discussion between the Commission and City Staff included driveways; purpose and intent; ingress-egress; difference between Site Development major and minor; trips to trigger the traffic impact analysis; addition of proportional costs for traffic improvements from traffic impact analysis; percentage exclusion rule regarding tree inches for removal; parkland; and mandatory interconnectivity of sites.

It was decided at the end the changes discussed in this workshop would be incorporated into the document and these would be discussed in the next regular meeting.

**III. ADJOURNMENT**

The meeting was adjourned by the Chair at 8:53 P.M.

ATTEST:

  
David Harrell, Secretary

  
Antonio Prete, Chair

On a motion by SCOTT MACKAY, seconded by JASON TATUM  
the foregoing instrument was passed and approved on this 28<sup>th</sup> day of February 2022.